



## Washington Airport Management Association

### **WAMA Board Meeting Conference Call Meeting December 15, 2016 – 1:00 PM**

### **Minutes**

- 1. Call to Order** ~ President Sheehan called the meeting to order at 1:04pm.
- 2. Roll Call** ~ Secretary Mensonides. Members present: Ryan Sheehan, Arif Ghouse, Jennifer Skoglund, Tim Mensonides, Sara Young, Kandace Harvey, Marjy Leggett  
  
Absent: Deb Wallace, Rob Hodgman, David Field, John Haakenson
- 3. Presentation and approval of the November Meeting Minutes** ~ Secretary Mensonides. Approved by motion and vote.
- 4. Presentation and approval of the November Treasurer's Report** ~ Treasurer Skoglund
  - a. Total income: \$77,213.22
  - b. Total expenses: \$79,446.76
  - c. Net income: Net Loss of -\$1,681.54
  - d. Balance Sheet Total Assets, Liabilities, Equity: \$62,520.75
  - e. Statement of Cash Flows, Cash on Hand: \$56,190.26Approved by motion and vote.
- 5. President's Report** ~ President Sheehan  
Participated in a number of committee meetings. Action items worksheet will be addressed. Thank you to the committee members.
- 6. Executive Director's Report** ~ ED Leggett (See ED report for additional details.)
  - a. Member support: Tradeshow, Passport Program & work with webmaster
  - b. WAMA Board Support
  - c. Worked with WSDOT to reach out to Aviation Community regarding Aviation Specialty License Plate
  - d. Committee Support: Legislative, Finance and Membership

**7. 2017 Budget Approval** ~ Treasurer Skoglund presented the proposed 2017 budget with recommended amendments regarding an increase to the web management line item.  
Approved by motion and vote.

**8. Committee Reports** ~ Review of Open Action Items + Additional Items Listed Below

a. Airport Committee ~ Vice Chair Young

- i. Pacific Northwest Aerospace Alliance – notice of the event went out to the membership. Discussion will take place on an effort to collaborate WAMA members at future events.

b. Legislative Committee ~ Chair Ghouse

i. Lobbyist Contract

- (1) A motion was made to approve the contract with Susie Tracy to provide lobbyist services for WAMA in 2017.  
Approved by motion and vote.

ii. Aviation Awareness Day in Olympia is scheduled for Jan. 18. Collaboration with WSAA in planning the event has begun.

- (1) A motion was made to approve a \$500 expenditure to contribute to supporting Aviation Awareness Day  
Approved by motion and vote.

c. Membership Recruitment and Relations Committee ~ Chair Mensonides

i. NW Aviation & Trade Show booth – Volunteers needed

ii. Membership Renewals – Will send out on Jan. 1

iii. Decided Reclassification was not needed at this time. Will discuss in the future.

d. Human Resources (& Nominating) Committee ~ Chair Young

- i. Reviewing ED evaluation. A contract for 2017 is needed. An email vote for the board to approve the 2017 contract will be sent out soon.

e. Scholarship/Internship Committee ~ Kandace Harvey

i. Discussion took place on fund disbursement of 2016 award winners

ii. There was a recommendation to update the scholarship application to include disbursement contact information

f. Conference/Education Committee ~ President Sheehan

- i. In process of contacting OAMA regarding 2018 Conference

g. Finance Committee ~ Chair Skoglund

- i. Currently working on US Bank signature cards, which is needed to update WAMA signatures.

Reports approved by motion and vote.

**9. New Committee Members for 2017**

- a. Current President will discuss with and incoming President

**10. Next Meeting January 26, 2017 – 1:00PM Conference Call ~ President Sheehan**

**11. Remarks for the good of the order ~ President Sheehan**

**12. Adjourn ~ President Sheehan** at adjourned the meeting at 2:23 pm. Approved by motion and vote.

Respectfully submitted,  
Tim Mensonides Secretary